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November 2, 2007

TO: Each Health Deputy

FROM: Mario J. Pérez, Director
Office of AIDS Programs and Policy

A handwritten signature in black ink, appearing to read "Mario J. Pérez", written over the printed name in the "FROM:" line.

SUBJECT: **COMMUNITY DEVELOPMENT INITIATIVE REPORTS**

As requested at the last meeting of the Chief Executive Office with the Health Deputies, please find attached copies of the first two quarterly reports and the scopes of work for the Community Development Initiative contracts for the current program year with AltaMed Health Services Corporation and Palms Residential Care Facility.

If you have any questions or need additional information, please let me know.

MJP:mjp

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c: Alisa Katz (without attachments)
Karly Katona
Darolyn Jensen (without attachments)
Board Relations (without attachments)
John F. Schunhoff (without attachments)
Chron (EO)

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

Contractor	Palms Residential Care Facility
Contract Number	H-300564-1 (Schedules 5 And 5a)
Quarterly Reporting Period	December 1, 2006 – February 28, 2007
Contract Term	December 1, 2006 – December 31, 2007
Program Manager	Nicole M. Salgado
Goal of Program	<p>To establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.</p> <p>Throughout the term of this contract, the goal of the program is implemented through twenty-two (22) separate measurable objectives and related activities as outlined on the subsequent pages of this quarterly report.</p>

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PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTIVE 1.0			
Convene quarterly meetings of the African-American Community Development Initiative (Consortium).			
	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
1.1	Convene four (4) quarterly meetings of the Consortium. Maintain agendas, sign-in sheets and minutes of all meetings and submit data in monthly reports to OAPP.	By 03/30/07 and ongoing	Noncompliant: Contractor submitted documentation for convening a "dinner meeting" on 02/20/07 between Contractor's consultants and three (3) Consortium members.
1.2	Maintain and/or update operating procedures, meeting schedules, and specific goals for the Consortium as necessary. Submit data in monthly reports to OAPP.	By 12/31/06 and ongoing	Compliant: Review and revisions to operating procedures completed.
1.3	As appropriate, accept additional members of the Consortium and its Advisory Committee.	By 01/01/07 and ongoing	Compliant: Two (2) new members recruited for this quarter.
1.4	Distribute existing literature describing the Consortium's purpose and operation to prospective new members. Updates will be made to literature as appropriate and submitted to OAPP for approval.	By 01/01/07 and ongoing	Compliant: Literature disseminated. Literature reviewed and updates currently being reviewed for submittal to OAPP.

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FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTIVE 1.A

The Consortium will conduct two (2) orientation sessions for new members.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
1A.1	Schedule and conduct orientation sessions for new members as appropriate.	By 01/30/07 and ongoing	Compliant: Orientation provided, during 02/20/07 dinner meeting, to the two (2) new members recruited for this quarter.
1A.2	Renew memoranda of understanding with all organizations and individuals participating in the Consortium and secure memoranda of understanding with all new organizations and individuals participating in the Consortium.	By 01/30/07 and ongoing	Compliant/In progress: Renewal of MOU have been drafted with existing members.

MEASURABLE OBJECTIVE 2.0

Recruit key figures in the African-American community to serve on the Advisory Committee, of the African-American Community Development Initiative. At a minimum, fifty percent (50%) of Advisory Committee members will include representation from key African-American HIV/AIDS service organizations in Los Angeles County.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
2.1	Recruit members to the Advisory Committee of the Consortium.	By 01/01/07 and ongoing	In progress: Two (2) new Advisory Committee members were recruited.
2.2	Secure memoranda of understanding with all organizations and individuals participating in the Advisory Committee. MOU will define the Advisory Committee's roles and responsibilities.	By 01/01/07 and ongoing	In progress: MOU's secured for each new member listed in 2.1 above.

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MEASURABLE OBJECTIVE 2.A

Conduct quarterly meetings of the Advisory Committee members.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
2A.1	Schedule and conduct meetings. Maintain agendas, sign in sheets and minutes of all meetings. Report data in monthly reports to OAPP.	By 01/01/07 and ongoing	Compliant: Contractor held Advisory Committee meeting on 01/16/07.

MEASURABLE OBJECTIVE 3.0

Secure support from media and community institutions such as churches, businesses, or political organizations for the Consortium activities and agenda.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
3.1	Maintain contact and working relationships with media, universities (including schools of public health and public policy), churches, businesses, and political organizations.	By 01/01/07 and ongoing	Compliant: Working relationships with the following entities have been established: L.A. Sentinel; L.A. Watts Times; Our Weekly; NBC; ABC; Fox; Los Angeles Police Department; Crenshaw Christian Church; Church of Christian Fellowship; Bryant Temple AME Church; City of Refuge; Faithful Central Bible Church; Holman United Methodist Church, and; Baptist Ministers Alliance.
3.2	Engage institutional representatives in Consortium activities as appropriate.	By 01/01/07 and ongoing	In progress: Institutional representatives have been invited to consortium meetings.
3.3	Assist institutions in identifying and strengthening their role in responding to the HIV/AIDS crisis.	By 01/01/07 and ongoing	Compliant: As of this reporting period, Consortium has partnered with the Los Angeles Police Department's Juvenile Impact Program. The Consortium conducted an HIV/AIDS presentation to 75 African-American and Latino youth in the Impact Program.

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MEASURABLE OBJECTION 4.0

Conduct outreach efforts to the African-American community at large to secure political support and advance policies that improve the HIV/AIDS response.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
4.1	Conduct outreach and maintain contact log.	By 01/01/07 and ongoing	In progress
4.2	Develop outreach plan and submit to OAPP for approval.	By 01/01/07 and ongoing	In progress: (received after due date) Outreach Plan received on 02/27/07 and reviewed by OAPP staff and notified of needed revisions and/or areas that required clarification.

MEASURABLE OBJECTION 4A.0

Draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
4A.1	Draft two (2) written Policy Briefings and submit to OAPP for approval	By 06/30/07	Activity not required for this reporting period.

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MEASURABLE OBJECTION 4B.0

Disseminate Policy Briefings to local community partners, national advocacy organizations, public policy and public health stakeholders and legislators at the local, State, and national levels as appropriate.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
4B.1	Disseminate Policy Briefings. Maintain distribution log and report data in monthly reports to OAPP.	By 08/30/07	Activity not required for this reporting period.

MEASURABLE OBJECTION 5.0

Consortium staff will attend no fewer than seventy-five percent (75%) of the monthly meetings for the following: Los Angeles County Commission on HIV, HIV Commission's Public Policy Committee, Los Angeles County Prevention Planning Committee, and PPC Public Policy Committee.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
5.1	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress: During this quarter, the Los Angeles Commission on HIV conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee Public Policy conducted one (1) meeting, and; HIV Commission's Public Policy Committee conducted two (2) meetings. As of this quarter, Consortium staff has attended a total of only one (1) meeting during this quarter.

MEASURABLE OBJECTION 5A.0

Consortium will maintain its involvement in State and national organizations such as SCHAC (Southern CA HIV/AIDS Advocacy Coalition) and AIDS Action Council.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
5A.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP. Records of billings and payment of dues will be kept on file.	By 01/01/07 and ongoing	Compliant/In progress: Monthly reports do not contain updates.

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MEASURABLE OBJECTION 5B.0

A member of the Consortium Advisory Committee shall represent Consortium at meetings and activities of the AIDS Action Council and attend no fewer than seventy-five percent (75%) of scheduled meetings.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
5B.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress: A member of the Consortium Advisory Committee was unable to attend the last AIDS Action Council meeting.

MEASURABLE OBJECTION 6.0

Conduct a minimum of two (2) public affairs colloquia to provide the community with training and/or information on pertinent policy issues related to HIV/AIDS and African-Americans.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
6.1	Schedule and conduct colloquia. Develop colloquia outline and presentations and submit to OAPP for approval.	By 01/01/07 and ongoing	In progress: The first public affairs colloquia is projected for June 5, 2007.
6.2	Maintain attendance sheet and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress.

MEASURABLE OBJECTION 7.0

Organize a minimum of four (4) legislative briefings. Briefings are intended to continue action plan to bring greater attention, information, awareness and education about the African-American HIV/AIDS crisis at the legislative level to influence legislation and build consensus of pending HIV/AIDS issues. Two (2) to be held for State Legislators. Two (2) to be held for Federal Legislators.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
7.1	Schedule legislative briefings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress: First State legislative briefing scheduled for 05/31/07. First Federal legislative briefing scheduled for 06/29/07

Attachment A
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OFFICE OF AIDS PROGRAMS AND POLICY

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FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 7A.0

Initiate the development of a statewide network of African-American HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact African-Americans.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
7A.1	Recruit members to the statewide network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	Compliant: Letters generated to recruit members for the statewide network.

MEASURABLE OBJECTION 7B.0

Initiate the development of a national network of African-American HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact African-Americans.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
7B.1	Recruit members to the national network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	Compliant: Letters generated to recruit members for the national network.

Attachment A
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MEASURABLE OBJECTION 7C.0			
Participate in and co-sponsor local observance of National Black HIV/AIDS Awareness Day (NBHAAD).			
	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
7C.1	Attend planning meetings and report findings in monthly reports to OAPP.	Annually	<p>Compliant/In progress: Consortium representative was a member of the planning committee for the King Day Parade, which is the kickoff event to the National Black AIDS Awareness Day (NBHAAD).</p> <p>Consortium representative was a member to the Sustainability Committee was formed to produce funds needed to cover the costs of NBHAAD events.</p> <p>Consortium co-sponsored the NBHAAD's "Day of Talk: Mother & Daughter Empowerment Breakfast." This event was held at the Watts Healthcare Corporation on Saturday, 02/24/07. This event promoted a call to women and young girls in taking personal responsibility for reducing their own risk against HIV and STD infection.</p>

MEASURABLE OBJECTION 7D.0			
Organize an African-American Summit on HIV/AIDS policy issues.			
	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
7D.1	Schedule and conduct summit. Submit agenda and program to OAPP for approval.	By 11/01/07	In progress: 2007 HIV/AIDS summit date is scheduled for October 13, 2007.

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MEASURABLE OBJECTION 8.0

CONSORTIUM staff will participate and organize a delegation of African-American PLWH to attend legislative office visits to build relationships with public and private healthcare agencies, community organizations, and government offices to facilitate communication and provide education to enhance their understanding of African-American HIV/AIDS issues. AIDS Lobby Day in Sacramento. AIDS Watch in Washington, DC.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
8.0	Schedule visits and recruit PLWH delegation.	Annually	In progress.
8.1	Maintain calendar and submit findings in monthly reports to OAPP	Annually	In progress.

MEASURABLE OBJECTION 8A.0

Organize a minimum of two (2) workshops on HIV/AIDS policy to be held at national and state-wide conferences.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
8A.1	Develop presentation materials and submit to OAPP for approval.	By 10/31/07	In progress: First statewide workshop, "Its All About M.E.E." conference, held on 02/09/07. Presentation materials were not submitted to OAPP for approval.
8A.2	Maintain attendance logs and report data in monthly reports to OAPP	By 10/31/07	In progress.
8A.3	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress.

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MEASURABLE OBJECTION 8B.9

Consortium members and staff will assist OAPP in the formation and work of the Black Leaders Forum.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
8B.9	No implementation activity listed on SOW.	Not Applicable	Objective to be removed from scope of work.

MEASURABLE OBJECTION 9.0

Develop a mid-year CONSORTIUM report outlining all of the legislative agenda items accomplished, leadership development activities and successes of community involvement.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
9.1	Draft report and submit to OAPP for approval.	By May 1, 2007	Activity not required for this reporting period.

MEASURABLE OBJECTION 9A.0

Distribute a mid-year report to the Department of Health Services and Department of Public Health at the County and State levels, local community partners, elected officials, the Los Angeles County Commission on HIV, the Los Angeles County HIV Prevention Planning Committee and other appropriate African-American healthcare advocacy groups.

	Implementation Activity	Program Timeline	Current Status For First Quarterly Period
9A.1	Maintain distribution log and report findings in monthly reports to OAPP.	By May 30, 2007	Activity not required for this reporting period.

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PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

Contractor	Palms Residential Care Facility
Contract Number	H-300564-1 (Schedules 5 And 5A)
Quarterly Reporting Period	March 1, 2007 – May 31, 2007
Contract Term	December 1, 2006 – December 31, 2007
Program Manager	Nicole M. Salgado
Goal of Program	<p>To establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.</p> <p>Throughout the term of this contract, the goal of the program is implemented through twenty-two (22) separate measurable objectives and related activities as outlined on the subsequent pages of this quarterly report.</p>

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PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 1.0 Convene quarterly meetings of the African-American Community Development Initiative (Consortium).			
	Implementation Activity	Program Timeline	Status
1.1	Convene four (4) quarterly meetings of the Consortium. Maintain agendas, sign-in sheets and minutes of all meetings and submit data in monthly reports to OAPP.	By 03/30/07 and ongoing	1st Quarter - Noncompliant: Contractor submitted documentation for convening a "dinner meeting" on 02/20/07 between Contractor's consultants and three (3) Consortium members. 2nd Quarter - Noncompliant: First quarterly meeting to be convened 3 rd Quarter.
1.2	Maintain and/or update operating procedures, meeting schedules, and specific goals for the Consortium as necessary. Submit data in monthly reports to OAPP.	By 12/31/06 and ongoing	1st Quarter - Compliant: Review and revisions to operating procedures completed. 2nd Quarter - Compliant: Review of meetings scheduled conducted.
1.3	As appropriate, accept additional members of the Consortium and its Advisory Committee.	By 01/01/07 and ongoing	1st Quarter - Compliant: Two (2) new members recruited for this quarter. 2nd Quarter - In progress: Recruitment efforts made to solicit new members.
1.4	Distribute existing literature describing the Consortium's purpose and operation to prospective new members. Updates will be made to literature as appropriate and submitted to OAPP for approval.	By 01/01/07 and ongoing	1st Quarter - Compliant: Literature disseminated. Literature reviewed and updates currently being reviewed for submittal to OAPP. 2nd Quarter - Compliant: Literature continues to be sent to prospective members.

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SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 1.A

The Consortium will conduct two (2) orientation sessions for new members.

	Implementation Activity	Program Timeline	Status
1A.1	Schedule and conduct orientation sessions for new members as appropriate.	By 01/30/07 and ongoing	1st Quarter - Compliant: Orientation provided, during 02/20/07 dinner meeting, for two (2) new members recruited for this quarter. 2nd Quarter – Compliant: Orientation scheduled for July 2007 for members recruited in the first quarter.
1A.2	Renew memoranda of understanding with all organizations and individuals participating in the Consortium and secure memoranda of understanding with all new organizations and individuals participating in the Consortium.	By 01/30/07 and ongoing	1st Quarter - Compliant/In progress: Renewal of MOU have been drafted with existing members. 2nd Quarter – Compliant: Renewals continue to be secured with existing members.

MEASURABLE OBJECTIVE 2.0

Recruit key figures in the African-American community to serve on the Advisory Committee, of the African-American Community Development Initiative. At a minimum, fifty percent (50%) of Advisory Committee members will include representation from key African-American HIV/AIDS service organizations in Los Angeles County.

	Implementation Activity	Program Timeline	Status
2.1	Recruit members to the Advisory Committee of the Consortium.	By 01/01/07 and ongoing	1st Quarter – Compliant: Two (2) new Advisory Committee members were recruited. 2nd Quarter – In progress: Recruitment efforts continue to be made to recruit new members.
2.2	Secure memoranda of understanding with all organizations and individuals participating in the Advisory Committee. MOU will define the Advisory Committee's roles and responsibilities.	By 01/01/07 and ongoing	1st Quarter - In progress: MOU's secured for each new member listed in 2.1 above. 2nd Quarter – In progress: MOU's for new members to be secured in July 2007.

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SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 2.A Conduct quarterly meetings of the Advisory Committee members.			
	Implementation Activity	Program Timeline	Status
2A.1	Schedule and conduct meetings. Maintain agendas, sign in sheets and minutes of all meetings. Report data in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter - Compliant: Contractor held Advisory Committee Meeting on 01/16/07. 2nd Quarter – Non-compliant: Advisory Meetings for this quarter have not been convened. Next Advisory Committee Meeting to be held in 3 rd Quarter.
MEASURABLE OBJECTIVE 3.0 Secure support from media and community institutions such as churches, businesses, or political organizations for the Consortium activities and agenda.			
	Implementation Activity	Program Timeline	Status
3.1	Maintain contact and working relationships with media, universities (including schools of public health and public policy), churches, businesses, and political organizations.	By 01/01/07 and ongoing	1st Quarter - Compliant: Working relationships with the following entities have been established: L.A. Sentinel; L.A. Watts Times; Our Weekly; NBC; ABC; Fox; Los Angeles Police Department; Crenshaw Christian Church; Church of Christian Fellowship; Bryant Temple AME Church; City of Refuge; Faithful Central Bible Church; Holman United Methodist Church, and; Baptist Ministers Alliance. 2nd Quarter – Compliant: Working relationships secured for this quarter consist of CSPAN, Tolliver's Barbershop, and Our Weekly Newspaper.
3.2	Engage institutional representatives in Consortium activities as appropriate.	By 01/01/07 and ongoing	1st Quarter - In progress: Institutional representatives have been invited to consortium meetings. 2nd Quarter – Compliant: Examples of activities such as booking signing events; news articles in newspapers such as the Los Angeles Sentinel; collaboration with the AIDS Coordinator of the City of Los Angeles, Ford Foundation, Abbott Laboratories; and AACDI staff participated as a panelist at the National Action Network Conference that took place during this quarter.
3.3	Assist institutions in identifying and strengthening their role in responding to the HIV/AIDS crisis.	By 01/01/07 and ongoing	1st Quarter - Compliant: As of this reporting period, Consortium has partnered with the Los Angeles Police Department's Juvenile Impact Program. The Consortium conducted an HIV/AIDS presentation to 75 African-American and Latino youth in the Impact Program. 2nd Quarter – Compliant: For this reporting period, the Consortium has continued its partnership with the Los Angeles Police Department's Juvenile Impact Team and assisted new institutions such as the H.I.P. HIV Intervention & Prevention Mentoring Program, Get Real Youth Revival, and Urban League of Los Angeles.

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OFFICE OF AIDS PROGRAMS AND POLICY

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MEASURABLE OBJECTIVE 4.0			
Conduct outreach efforts to the African-American community at large to secure political support and advance policies that improve the HIV/AIDS response.			
	Implementation Activity	Program Timeline	Status
4.1	Conduct outreach and maintain contact log.	By 01/01/07 and ongoing	1st Quarter: In progress 2nd Quarter: In progress: Outreach events such as a discussion by Rev. Al Sharpton with County inmates regarding HIV held on 03/06/07; a National Action Network Convention (AIDS Panel) held on 04/08/07; and on 04/09/07 contractor participated in the LACO 2 nd Supervisorial District HIV/AIDS Community Coalition.
4.2	Develop outreach plan and submit to OAPP for approval.	By 01/01/07 and ongoing	1st Quarter – In progress: Outreach Plan received on 02/27/07 and reviewed by OAPP and AACDI staff notified of needed revisions and/or areas that required clarification. 2nd Quarter – In progress: Outreach plan reviewed by OAPP – submitted back to contractor for additional edits/revisions.

MEASURABLE OBJECTIVE 4A.0			
Draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.			
	Implementation Activity	Program Timeline	Status
4A.1	Draft two (2) written Policy Briefings and submit to OAPP for approval	By 06/30/07	1st Quarter: Activity not required for this reporting period. 2nd Quarter – In progress: 1 st Policy Briefing submitted and returned to contractor for edits/revisions.

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SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 4B.0

Disseminate Policy Briefings to local community partners, national advocacy organizations, public policy and public health stakeholders and legislators at the local, State, and national levels as appropriate.

	Implementation Activity	Program Timeline	Status
4B.1	Disseminate Policy Briefings. Maintain distribution log and report data in monthly reports to OAPP.	By 08/30/07	1 st Quarter: Activity not required for this reporting period. 2 nd Quarter – In progress.

MEASURABLE OBJECTIVE 5.0

Consortium staff will attend no fewer than seventy-five percent (75%) of the monthly meetings for the following: Los Angeles County Commission on HIV, HIV Commission's Public Policy Committee, Los Angeles County Prevention Planning Committee, and PPC Public Policy Committee.

	Implementation Activity	Program Timeline	Status
5.1	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	<p>1st Quarter – In progress: During this quarter, the Los Angeles Commission on HIV conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee Public Policy conducted one (1) meeting, and; HIV Commission's Public Policy Committee conducted two (2) meetings. As of this quarter, Consortium staff has attended a total of only one (1) meeting during this quarter. Of the 75% attendance requirement rate, Contractor has fulfilled 9% of this requirement.</p> <p>2nd Quarter – Non-compliant: During this quarter the Los Angeles Commission on HIV conducted three (3) meetings; Los Angeles County HIV Prevention Planning Committee conducted three (3); Los Angeles County HIV Prevention Planning Committee Public Policy and the HIV Commission's Public Policy Committee conducted three (3) meetings. As of this quarter, contractor has attended only one (1) meeting. Of the 75% attendance requirement rate, Contractor has fulfilled 11% of this requirement.</p>

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 5A.0

Consortium will maintain its involvement in State and national organizations such as SCHAC (Southern CA HIV/AIDS Advocacy Coalition) and AIDS Action Council.

	Implementation Activity	Program Timeline	Status
5A.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP. Records of billings and payment of dues will be kept on file.	By 01/01/07 and ongoing	1st Quarter - Compliant/In progress: Monthly reports do not contain updates. 2nd Quarter – Compliant: Membership dues have been paid. Contractor staff attended the March 2007 SCHAC and April 2007 AIDS Action meetings.

MEASURABLE OBJECTIVE 5B.0

A member of the Consortium Advisory Committee shall represent Consortium at meetings and activities of the AIDS Action Council and attend no fewer than seventy-five percent (75%) of scheduled meetings.

	Implementation Activity	Program Timeline	Status
5B.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter - In progress: A member of the Consortium Advisory Committee was unable to attend the last AIDS Action Council meeting. 2nd Quarter – In progress: Membership dues have been paid. Contractor staff attended April 2007 AIDS Action meetings.

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 6.0

Conduct a minimum of two (2) public affairs colloquia to provide the community with training and/or information on pertinent policy issues related to HIV/AIDS and African-Americans.

	Implementation Activity	Program Timeline	Status
6.1	Schedule and conduct colloquia. Develop colloquia outline and presentations and submit to OAPP for approval.	By 01/01/07 and ongoing	1st Quarter - In progress: The first public affairs colloquia is projected for June 5, 2007. 2nd Quarter – Non-compliant: The first public affairs colloquia held on June 11, 2007. Presentation materials not approved by OAPP. Materials consisted of 12 slides, of which only 2 slides outlined HIV Federal government funding, no other HIV information presented.
6.2	Maintain attendance sheet and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter - In progress. 2nd Quarter – Non-compliant: Materials for 06/11/07 colloquia have not been submitted to OAPP.

MEASURABLE OBJECTIVE 7.0

Organize a minimum of four (4) legislative briefings. Briefings are intended to continue action plan to bring greater attention, information, awareness and education about the African-American HIV/AIDS crisis at the legislative level to influence legislation and build consensus of pending HIV/AIDS issues. Two (2) to be held for State Legislators. Two (2) to be held for Federal Legislators.

	Implementation Activity	Program Timeline	Status
7.1	Schedule legislative briefings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter - In progress: First State legislative briefing scheduled for 05/31/07. First Federal legislative briefing scheduled for 06/29/07. 2nd Quarter – Compliant: 1 st legislative briefing held 04/11/07 in Sacramento to discuss healthcare disparities in communities of color.

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7A.0

Initiate the development of a statewide network of African-American HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact African-Americans.

	Implementation Activity	Program Timeline	Status
7A.1	Recruit members to the statewide network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	<p>1st Quarter - Compliant: Letters generated to recruit members for the statewide network.</p> <p>2nd Quarter – In progress: Conference call and site visits conducted to recruit to potential members to the statewide network.</p>

MEASURABLE OBJECTIVE 7B.0

Initiate the development of a national network of African-American HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact African-Americans.

	Implementation Activity	Program Timeline	Status
7B.1	Recruit members to the national network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	<p>1st Quarter - Compliant: Letters generated to recruit members for the national network.</p> <p>2nd Quarter – Non-compliant: A meeting flyer for a May 24, 2007 network Conference was on file. However, documentation did not show a list of meeting outcomes, and/or list of participants.</p>

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7C.0			
Participate in and co-sponsor local observance of National Black HIV/AIDS Awareness Day (NBHAAD).			
	Implementation Activity	Program Timeline	Status
7C.1	Attend planning meetings and report findings in monthly reports to OAPP.	Annually	<p>1st Quarter - Compliant/In progress: Consortium representative was a member of the planning committee for the King Day Parade, which is the kickoff event to the National Black AIDS Awareness Day (NBHAAD).</p> <p>Consortium representative was a member of the Sustainability Committee which was formed to produce funds needed to cover the costs of NBHAAD events.</p> <p>Consortium co-sponsored the NBHAAD's "Day of Talk: Mother & Daughter Empowerment Breakfast." This event was held at the Watts Healthcare Corporation on Saturday, 02/24/07. This event promoted a call to women and young girls in taking personal responsibility for reducing their own risk against HIV and STD infection.</p> <p>2nd Quarter – Compliant: Contractor has attended planning meetings and reported findings in its monthly reporting as required.</p>

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7D.0

Organize an African-American Summit on HIV/AIDS policy issues.

	Implementation Activity	Program Timeline	Status
7D.1	Schedule and conduct summit. Submit agenda and program to OAPP for approval.	By 11/01/07	1st Quarter - In progress: 2007 HIV/AIDS summit date is scheduled for October 13, 2007. 2nd Quarter – In progress: 2007 HIV/AIDS summit date has been rescheduled for August 22 – 23, 2007.

MEASURABLE OBJECTIVE 8.0

CONSORTIUM staff will participate and organize a delegation of African-American PLWH to attend legislative office visits to build relationships with public and private healthcare agencies, community organizations, and government offices to facilitate communication and provide education to enhance their understanding of African-American HIV/AIDS issues. AIDS Lobby Day in Sacramento. AIDS Watch in Washington, DC.

	Implementation Activity	Program Timeline	Status
8.0	Schedule visits and recruit PLWH delegation.	Annually	1st Quarter - In progress. 2nd Quarter – Partial Compliance: On April 18, 2007, contractor and PLWH delegation participated in AIDS Lobby. Contractor attended AIDS Watch in Washington DC on April 23 – 25, 2007, however a PLWH delegation was not present as required.
8.1	Maintain calendar and submit findings in monthly reports to OAPP	Annually	1st Quarter - In progress. 2nd Quarter - Compliant: Required documentation maintained.

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 8A.0

Organize a minimum of two (2) workshops on HIV/AIDS policy to be held at national and state-wide conferences.

	Implementation Activity	Program Timeline	Status
8A.1	Develop presentation materials and submit to OAPP for approval.	By 10/31/07	1 st Quarter – In progress: First statewide workshop, "Its All About M.E.E." conference, held on 02/09/07. Presentation materials were not submitted to OAPP for approval. 2 nd Quarter – Non-compliant: Abstract developed for U.S. Conference on AIDS, however documentation receipt and/or acceptance on file from NMAC. As of this reporting period, presentation materials have not been submitted to OAPP.
8A.2	Maintain attendance logs and report data in monthly reports to OAPP	By 10/31/07	1 st Quarter - In progress. 2 nd Quarter – In progress.
8A.3	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1 st Quarter - In progress. 2 nd Quarter – In progress.

MEASURABLE OBJECTIVE 8B.9

Consortium members and staff will assist OAPP in the formation and work of the Black Leaders Forum.

	Implementation Activity	Program Timeline	Status
8B.9	No implementation activity listed on SOW.	Not Applicable	1 st Quarter: Objective to be removed from scope of work. 2 nd Quarter: Objective to be removed from scope of work.

Attachment A
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
PALMS RESIDENTIAL CARE FACILITY, CONTRACT NO. H300564-1
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 9.0

Develop a mid-year CONSORTIUM report outlining all of the legislative agenda items accomplished, leadership development activities and successes of community involvement.

	Implementation Activity	Program Timeline	Status
9.1	Draft report and submit to OAPP for approval.	By May 1, 2007	1 st Quarter: Activity not required for this reporting period. 2 nd Quarter: Mid-year due date extended to (and received on) 06/15/07

MEASURABLE OBJECTIVE 9A.0

Distribute a mid-year report to the Department of Health Services and Department of Public Health at the County and State levels, local community partners, elected officials, the Los Angeles County Commission on HIV, the Los Angeles County HIV Prevention Planning Committee and other appropriate African-American healthcare advocacy groups.

	Implementation Activity	Program Timeline	Status
9A.1	Maintain distribution log and report findings in monthly reports to OAPP.	By May 30, 2007	1 st Quarter: Activity not required for this reporting period. 1 st Quarter: In progress.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
1.0. By 12/31/07, convene quarterly meetings of the African-American Community Development Initiative (Consortium). Membership of the African-American Community Development Initiative (will comprise leaders in business, labor, education, government, public health and communities of faith.	1.1 Convene meetings of the African-American Community Development Initiative (Consortium). Maintain agendas, sign-in sheets and minutes of all meetings and submit data in monthly reports to OAPP.	By 3/30/07 and ongoing	1.1 Completed materials will be kept on file and number of participants documented in monthly reports to OAPP.
	1.2 Maintain and/or update operating procedures, meeting schedules, and specific goals for the Consortium as necessary. Submit data in monthly reports to OAPP.	By 12/31/06 and ongoing	1.2 Documents will be kept on file and submitted with monthly reports to OAPP.
	1.3 As appropriate, accept additional members to the Consortium and its Advisory Committee.	By 01/01/07 and ongoing	1.3 Completed materials will be kept on file and number of participants documented in monthly reports to OAPP.
	1.4 Distribute existing literature describing the Coalition's purpose and operation to prospective new members. Updates will be made to literature as appropriate and submitted to OAPP for approval.	By 01/01/07 and ongoing	1.4 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.
1A.0 By 12/31/07, the Consortium will conduct two (2) orientation sessions for new members.	1A.1 Schedule and conduct orientation sessions for new members. Maintain agendas and sign-in sheets and report data in monthly reports to OAPP.	By 01/30/07 and ongoing	1A.1 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.
	1A.2 Renew memoranda of understanding with all organizations and individuals participating in the Consortium and secure memoranda of understanding with all new organizations and individuals participating in the Consortium.	By 01/30/07 and ongoing	1A.2 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
<p>2.0 By 12/31/07, recruit key leaders in the African-American community to serve on the Advisory Committee of the African-American Community Development Initiative.</p> <p>At a minimum, fifty percent (50%) of Advisory Committee members will include representation from key African-American HIV/AIDS service organizations in Los Angeles County.</p> <p>The Consortium will define the role of the Advisory Committee and responsibilities of Advisory Committee members.</p>	<p>2.1 Recruit members to the Advisory Committee of the Consortium.</p> <p>2.2 Secure memoranda of understanding with all organizations and individuals participating in the Advisory Committee. MOU will define the Advisory Committee's roles and responsibilities. List of Advisory Committee members will be submitted to OAPP in monthly reports.</p>	<p>By 01/01/07 and ongoing</p> <p>By 01/01/07 and ongoing</p>	<p>2.1 Letters of invitation will be kept on file and submitted to OAPP.</p> <p>2.2 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.</p>
<p>2A.0 By 12/31/07, conduct quarterly meetings of the Advisory Committee.</p>	<p>2A.1 Schedule and conduct meetings. Maintain agendas, sign-in sheets and minutes of all meetings. Report data in monthly reports to OAPP.</p>	<p>By 01/01/07 and ongoing</p>	<p>2.A.1 Completed materials will be kept on file and number of participants documented in monthly report to OAPP</p>
<p>3.0 By 12/31/07, secure support from media and community institutions such as universities, churches, businesses and political organizations to advance Consortium activities and agenda.</p>	<p>3.1 Maintain contact and working relationships with media, universities (including schools of public health and public policy), churches, businesses and political organizations.</p> <p>3.2 Engage institutional representatives in Consortium activities as appropriate.</p> <p>3.3 Assist institutions in identifying and strengthening their role in responding to the HIV/AIDS crisis.</p>	<p>By 01/01/07 and ongoing</p> <p>By 01/01/07 and ongoing</p> <p>By 01/01/07 and ongoing</p>	<p>3.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>3.2 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>3.3 Documents will be kept on file and submitted with monthly reports to OAPP.</p>

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
<p>4.0 By 12/31/07, conduct outreach efforts to the African-American community at large to secure political support and advance policies that improve the HIV/AIDS response.</p> <p>4A.0 By 12/31/07, draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.</p> <p>4B.0 By 12/31/07, disseminate Policy Briefings to local community partners, national advocacy organizations, public policy and public health stakeholders and legislators at the local, State, and national levels as appropriate.</p>	<p>4.1 Conduct outreach and maintain contact log. Submit data in monthly reports to OAPP.</p> <p>4.2 Develop outreach plan and submit to OAPP for approval.</p> <p>4A.1 Draft Policy Briefings and submit to OAPP for approval.</p> <p>4A.2 Disseminate Policy Briefings. Maintain distribution log and report data in monthly reports to OAPP.</p>	<p>By 1/01/07 and ongoing</p> <p>By 1/01/07 and ongoing</p> <p>By 6/30/07</p> <p>By 8/30/07</p>	<p>4.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>4.2 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>4A.1 Letters of approval will be kept on file and submitted to OAPP.</p> <p>4A.2 Documents will be kept on file and submitted with monthly reports to OAPP.</p>
<p>5.0 By 12/30/07, Consortium staff will attend no fewer than seventy-five percent (75%) of the monthly meetings for the following:</p> <ul style="list-style-type: none"> • Los Angeles County Commission on HIV (HIV Commission) • HIV Commission's Public Policy Committee • Los Angeles County Prevention Planning Committee (PPC) • PPC Public Policy Committee <p>5A.0 By 12/31/07, Consortium will maintain its involvement in State and national organizations such as SCHAC (Southern California HIV/AIDS Advocacy Coalition) and AIDS Action Council.</p> <p>5B.0 By 12/31/07, A member of the Consortium Advisory Committee shall represent Consortium at meetings and activities of the AIDS Action Council and attend no fewer than seventy-five percent (75%) of scheduled meetings.</p>	<p>5.1 Attend meetings and report findings in monthly reports to OAPP.</p> <p>5A.1 Maintain membership, attend meetings and report findings in monthly reports to OAPP. Records of billing and payment of dues will be kept on file.</p> <p>5B.1 Maintain membership, attend meetings and report finding in monthly reports to OAPP.</p>	<p>By 01/01/07 and ongoing</p> <p>By 01/01/07 and ongoing</p> <p>By 01/01/07 and ongoing</p>	<p>5.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>5A.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>5B.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p>

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
<p>6.0 By 12/31/07, conduct a minimum of two (2) public affairs colloquia to provide the community with training and/or information on pertinent policy issues related to HIV/AIDS and African-Americans.</p> <p>7.0 By 12/31/07, organize a minimum of four (4) legislative briefings. Briefings are intended to continue action plan to bring greater attention, information, awareness and education about the African-American HIV/AIDS crisis at the legislative level to influence legislation and build consensus of pending HIV/AIDS issues.</p> <ul style="list-style-type: none"> • Two (2) to be held for State Legislators • Two (2) to be held for Federal Legislators <p>7A.0 By 12/31/07, initiate the development of a statewide network of African-American HIV/AIDS organizations to coordinate a broad advocacy network for state-wide HIV/AIDS legislation and policies that impact African-Americans.</p> <p>7B.0 By 12/31/07, initiate the development of a national network of African-American HIV/AIDS organizations to coordinate a broad network for national HIV/AIDS legislation and policies that impact African-Americans.</p> <p>7C.0 By 12/31/07, participate in and co-sponsor local observance of National Black HIV/AIDS Awareness Day (NBHAAAD).</p>	<p>6.1 Schedule and conduct colloquia. Develop colloquia outline and presentations and submit to OAPF for approval.</p> <p>6.2 Maintain attendance sheet and report findings in monthly reports to OAPF.</p> <p>7.1 Schedule legislative briefings and report findings in monthly reports to OAPF.</p> <p>7A.1 Recruit members to the statewide network. Report membership in monthly reports to OAPF.</p> <p>7B.1 Recruit members to the national network. Report membership in monthly reports to OAPF.</p> <p>7C.1 Attend planning meetings and report findings in monthly reports to OAPF.</p>	<p>By 1/01/07 and ongoing</p> <p>By 1/01/07 and ongoing</p> <p>By 1/01/07 and ongoing</p> <p>By 1/01/07 and ongoing</p> <p>By 1/31/07 and ongoing</p> <p>By 1/31/07 and ongoing</p> <p>Annually</p>	<p>6.1 Completed materials will be kept on file and number of participants documented in monthly report to OAPF.</p> <p>6.2 Completed materials will be kept on file and number of participants documented in monthly report to OAPF.</p> <p>7.1 Documents will be kept on file and submitted with monthly reports to OAPF.</p> <p>7A.1 Documents will be kept on file and submitted with monthly reports to OAPF.</p> <p>7B.1 Documents will be kept on file and submitted with monthly reports to OAPF.</p> <p>7C.1 Documents will be kept on file and submitted with monthly reports to OAPF.</p>

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
7D.0 By 12/31/07, organize an African-American Summit on HIV/AIDS policy issues.	7D.1 Schedule and conduct summit. Submit agenda and program to OAPP for approval.	By 11/01/07	7D.1 Documents will be kept on file and submitted with monthly reports to OAPP.
8.0 By 12/31/07, Consortium staff will participate and organize a delegation of African-American PLWH to attend legislative office visits to build relationships with public and private healthcare agencies, community organizations, and government offices to facilitate communication and provide education to enhance their understanding of African-American HIV/AIDS issues.	8.0 Schedule visits and recruit PLWH delegation. 8.1 Maintain calendar and submit findings in monthly reports to OAPP.	Annually Annually	8.0 Documents will be kept on file and submitted with monthly reports to OAPP. 8.1 Documents will be kept on file and submitted with monthly reports to OAPP.
8A.0 By 12/31/07, organize a minimum of two (2) workshops on HIV/AIDS policy to be held at national and statewide conferences.	8A.1 Develop presentation materials and submit to OAPP for approval. 8A.2 Maintain attendance logs and report data in monthly reports to OAPP.	By 10/31/07 By 10/31/07	8A.1 Documents will be kept on file and submitted with monthly reports to OAPP. 8A.2 Documents will be kept on file and submitted with monthly reports to OAPP.
8B.9 By 12/31/07, Consortium members and staff will assist OAPP in the formation and work of the Black Leaders Forum.	8A.3 Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	8A.3 Documents will be kept on file and submitted with monthly reports to OAPP.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the African-American community and to increase awareness of and improve response to the issue of HIV/AIDS in the African-American community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
<p>9.0 By 12/31/07, develop a mid-year Consortium report outlining all of the legislative agenda items accomplished, leadership development activities and successes of community involvement.</p> <p>9A.0 By 12/31/07, distribute a mid-year report to the Department of Health Services and Department of Public Health at the County and State levels, local community partners, elected officials, the Los Angeles County Commission on HIV, the Los Angeles County HIV Prevention Planning Committee and other appropriate African-American healthcare advocacy groups.</p>	<p>9.1 Draft report and submit to OAPP for approval.</p> <p>9A.1 Maintain distribution log and report findings in monthly reports to OAPP.</p>	<p>By May 1, 2007</p> <p>By May 30, 2007</p>	<p>9.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p> <p>9A.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p>

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

Contractor	AltaMed Health Services Corporation
Contract Number	H-300565-1 (Schedules 5 And 5a)
Quarterly Reporting Period	December 1, 2006 – February 28, 2007
Contract Term	December 1, 2006 – December 31, 2007
Program Manager	Nicole M. Salgado
Goal of Program	<p>To establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.</p> <p>Throughout the term of this contract, the goal of the program is implemented through twenty-three (23) separate measurable objectives and related activities as outlined on the subsequent pages of this quarterly report.</p>

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTIVE 1.0

Convene quarterly meetings of the Latino Coalition Against AIDS (LCAA).

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
1.1	Convene four (4) quarterly meetings of the LCAA.	By 03/30/07 and ongoing	Compliant: First Quarterly LCAA Meeting held on 01/30/07
1.2	Maintain and/or update operating procedures, meeting schedules, and specific goals for the LCAA as necessary.	By 12/31/06 and ongoing	Compliant: Revisions include the schedule of calendar dates for the quarterly LCAA meetings.
1.3	As appropriate, accept additional members of the LCAA and its Advisory Committee.	By 01/01/07 and ongoing	In progress: As of this reporting period no new members were recruited to the LCAA and/or the advisory committee.
1.4	Distribute existing literature describing the Coalition's purpose and operation to prospective new members.	By 01/01/07 and ongoing	Non-compliant: Literature was not distributed to prospective new members.

MEASURABLE OBJECTIVE 1.A

The LCAA will conduct two (2) orientation sessions for new members.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
1A.1	Schedule and conduct orientation sessions for new members as appropriate.	By 01/30/07 and ongoing	In progress: No new members were recruited for during this quarter.
1A.2	Renew memoranda of understanding with all organizations and individuals participating in the LCAA and secure memoranda of understanding with all new organizations and individuals participating in the LCAA.	By 01/30/07 and ongoing	Non-compliant: Renewal of memorandum of understanding not secured with existing organizations and individuals.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTIVE 2.0

Recruit key figures in the Latino/a community to serve as an Advisory Committee, of the Latino Coalition Against AIDS. At a minimum, fifty percent (50%) of Advisory Committee members will include representation from key Latino HIV/AIDS service organizations in Los Angeles County.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
2.1	Recruit members to the Advisory Committee of the LCAA.	By 01/01/07 and ongoing	In progress: No new members were recruited for during this quarter.
2.2	Secure memoranda of understanding with all organizations and individuals participating in the Advisory Committee. MOU will define the Advisory Committee's roles and responsibilities.	By 01/01/07 and ongoing	In progress: No new members were recruited for during this quarter.

MEASURABLE OBJECTIVE 2.A

Conduct quarterly meetings of the Advisory Committee members.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
2A.1	Schedule and conduct meetings. Maintain agendas, sign in sheets and minutes of all meetings.	By 01/01/07 and ongoing	In progress.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 3.0			
Secure support from media and community institutions such as churches, businesses, or political organizations for the Consortium activities and agenda.			
	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
3.1	Maintain contact and working relationships with universities (potentially schools of public health and public policy), churches, businesses, or political organizations.	By 01/01/07 and ongoing	Compliant: For this quarter, the LCAA has developed relationships with the following entities: UCLA School of Family Medicine; California State University Long Beach/National Council of La Raza; Latin Business Association; Office of Assemblymember Fabian Nuñez, and; Office of the Lieutenant Governor.
3.2	Engage institutional representatives in LCAA activities as appropriate.	By 01/01/07 and ongoing	Compliant: For this quarter, the LCAA has engaged in institutional representatives such as the Southern California HIV Advocacy Coalition, Latino Coalition for a Health California, and the State Office of AIDS' Latino Advisory Board in its LCAA activity held on March 2, 2007. In addition, LCAA staff also met with Congresswoman Hilda Solis to discuss two federal bills, S. 1418 and HR 4157 which addresses the national Health Information Technology (HIT) Infrastructure and Congresswoman Roybal-Allard to discuss the President's fiscal year 2007 budget proposal.
3.3	Assist institutions in identifying and strengthening their role in responding to the HIV/AIDS crisis.	By 01/01/07 and ongoing	Compliant: For this quarter, the LCAA was contacted by a representative from the University-wide AIDS Research Program to identify California speakers, knowledgeable in HIV/AIDS prevention services, in order to build a network of HIV/AIDS providers across the border to improve the referral processes and access to HIV services for migrants in regards to the California Mexico AIDS Initiative.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 4.0

Conduct outreach efforts to the Latino/a community at large to secure political support and advance policies that improve the HIV/AIDS response.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
4.1	Conduct outreach and maintain contact log.	By 01/01/07 and ongoing	In progress: As of this quarter, LCAA staff has begun assembling names of key agencies and people to contact to garner statewide political support for a social marketing initiative and for support of specific LCAA activities.
4.2	Develop outreach plan and submit to OAPP for approval.	By 01/01/07 and ongoing	Non-compliant/In progress: Outreach plan is currently in development, but was not received by the project due date.

MEASURABLE OBJECTION 4A.0

Draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
4A.1	Draft two (2) written Policy Briefings and submit to OAPP for approval	By 06/30/07 and ongoing	Activity not required for this reporting period.

MEASURABLE OBJECTION 4B.0

Draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
4B.1	Disseminate Policy Briefings.	By 08/30/07 and ongoing	Activity not required for this reporting period.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 5.0

LCAA staff will attend no fewer than seventy-five percent (75%) of the monthly meetings for the following: Los Angeles County Commission on HIV, HIV Commission's Public Policy Committee, Los Angeles County Prevention Planning Committee, and PPC Public Policy Committee.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
5.1	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress: During this quarter the Los Angeles Commission on HIV conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee Public Policy conducted one (1) meeting, and; HIV Commission's Public Policy Committee conducted two (2) meetings. As of this quarter, LCAA has attended all but four (4) meetings.

MEASURABLE OBJECTION 5A.0

LCAA will maintain its involvement in State and national organizations such as SCHAC (Southern CA HIV/AIDS Advocacy Coalition) and AIDS Action Council.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
5A.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP. Records of billing and payment of dues will be kept on file.	By 01/01/07 and ongoing	In progress: LCAA maintains its in membership and attends SCHAC and AIDS Action on a regular basis and has provided monthly updates as required.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 5B.0

A member of the LCAA Advisory Committee shall represent LCAA at meetings and activities of the AIDS Action Council and attend no fewer than seventy-five percent (75%) of scheduled meetings.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
5B.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	Compliant: LCAA maintains its in membership, attends the meetings of the AIDS Action Council.

MEASURABLE OBJECTION 6.0

Conduct a minimum of two (2) public affairs colloquia to provide the community with training and/or information on pertinent policy issues related to HIV/AIDS and Latinos.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
6.1	Schedule and conduct colloquia.	By 01/01/07 and ongoing	In progress: First public affairs colloquia is targeted for June 2007. The second colloquia is targeted for December 2007.
6.2	Maintain attendance sheet and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress.

MEASURABLE OBJECTION 7.0

Organize a minimum of four (4) legislative briefings. Briefings are intended to continue action plan to bring greater attention, information, awareness and education about the Latino/a HIV/AIDS crisis at the legislative level to influence legislation and build consensus of pending HIV/AIDS issues. Two (2) to be held for State Legislators. Two (2) to be held for Federal Legislators.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
7.1	Schedule legislative briefings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress: First legislative briefing held on 03/02/07. Planning is currently underway to schedule additional briefings targeted for August 2007; September 2007, and; October 2007.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 7A.0

Initiate the development of a statewide network of Latino/a HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact Latino/as.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
7A.1	Recruit members to the statewide network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	In progress: As of this quarter, LCAA staff has recruited members from the 35 statewide organizations and has reported monthly as required.

MEASURABLE OBJECTION 7B.0

Initiate the development of a national network of Latino/a HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact Latino/as.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
7B.1	Recruit members to the national network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	In progress: As of this quarter, LCAA staff has contacted Pfizer, AIDS Action, and other Latino-serving HIV/AIDS providers across the United States and has reported monthly as required.

MEASURABLE OBJECTION 7C.0

Participate in and co-sponsor local observance of National Latino AIDS Awareness Day (NLAAD).

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
7C.1	Attend planning meetings and report findings in monthly reports to OAPP.	Annually	In progress: The committee that organizes the local observance of NLAAD has not convened meetings during this quarter. Once efforts begin, LCAA will actively participate in planning development.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 7D.0

Develop Task Force Groups.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
7D.1	Recruit members to the Task Force Groups. Maintain meeting schedules, agendas and list of attendees will be kept on file.	By 01/01/07 and ongoing	In progress: LCAA staff has recruited members and currently (since February) convenes the Ad Hoc Legislative Task Force on a monthly basis.
7D.2	The Task Force Groups will facilitate the work of the LCAA and shall be consistent with recommendations resulting from "Blueprint for Action-A Latino HIV/AIDS Summit."	By 01/01/07 and ongoing	In progress: LCAA staff have been working with the Ad Hoc Legislative Task Force on the language and strategy of the budget augmentation proposal. The LCAA and its task force groups are currently focused on implementing recommendations associated with media.
7D.3	Composition of LCAA Task Force Groups will include members of the LCAA, its Advisory Committee and other interested stakeholders.	By 11/01/07 and ongoing	Activity not required for this reporting period.

MEASURABLE OBJECTION 7E.0

Organize a Latino Summit on HIV/AIDS policy issues.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
7E.1	Schedule and conduct summit. Submit agenda and program to OAPP for approval.	By 11/01/07 and ongoing	In progress: Scheduling currently under development.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 8.0

LCAA staff will participate and organize a delegation of Latino/a PLWH to attend legislative office visits to build relationships with public and private healthcare agencies, community organizations, and government offices to facilitate communication and provide education to enhance their understanding of Latino/a HIV/AIDS issues. AIDS Lobby Day in Sacramento. AIDS Watch in Washington, DC.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
8.0	Schedule visits and recruit PLWH delegation.	Annually	In progress.
8.1	Maintain calendar and submit findings in monthly reports to OAPP	Annually	In progress.

MEASURABLE OBJECTION 8A.0

Organize a minimum of two (2) workshops on HIV/AIDS policy to be held at national and state-wide conferences.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
8A.1	Develop presentation materials and submit to OAPP for approval.	By 10/31/07	No activity required for this quarter.
8A.2	Maintain attendance logs and report data in monthly reports to OAPP	By 10/31/07	No activity required for this quarter.
8A.3	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	In progress.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
FIRST QUARTERLY REPORT: PERIOD OF 12/01/06 – 02/28/07

MEASURABLE OBJECTION 8B.9

LCAA members and staff will assist OAPP in the formation and work of the Latino Leaders Forum.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
8B.9	No implementation activity listed on SOW.	Not Applicable	Objective to be removed from scope of work

MEASURABLE OBJECTION 9.0

Develop a mid-year LCAA report outlining all of the legislative agenda items accomplished, leadership development activities and successes of community involvement.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
9.1	Draft report and submit to OAPP for approval.	By 05/01/07	Activity not required for this reporting period.

MEASURABLE OBJECTION 9A.0

By 12/31/07, distribute a mid-year report to the Department of Health Services and Department of Public Health at the County and State levels, local community partners, elected officials, the Los Angeles County Commission on HIV, the Los Angeles County HIV Prevention Planning Committee and other appropriate Latino/a healthcare advocacy groups.

	Implementation Activity	Project Timeline	Current Status For First Quarterly Period
9A.1	Maintain distribution log and report findings in monthly reports to OAPP.	By 05/30/07	Activity not required for this reporting period.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

Contractor	AltaMed Health Services Corporation
Contract Number	H-300565-1 (Schedules 5 And 5A)
Quarterly Reporting Period	March 1, 2007 – May 31, 2007
Contract Term	December 1, 2006 – December 31, 2007
Program Manager	Nicole M. Salgado
Goal of Program	<p>To establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.</p> <p>Throughout the term of this contract, the goal of the program is implemented through twenty-two (22) separate measurable objectives and related activities as outlined on the subsequent pages of this quarterly report.</p>

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 1.0

Convene quarterly meetings of the Latino Coalition Against AIDS (LCAA).

	Implementation Activity	Project Timeline	Status
1.1	Convene four (4) quarterly meetings of the LCAA.	By 03/30/07 and ongoing	1st Quarter - Compliant: First Quarterly LCAA Meeting held on 01/30/07. 2nd Quarter – Compliant: Second Quarterly LCAA Meeting held on 04/17/07.
1.2	Maintain and/or update operating procedures, meeting schedules, and specific goals for the LCAA as necessary.	By 12/31/06 and ongoing	1st Quarter - Compliant: Revisions include the schedule of calendar dates for the quarterly LCAA meetings. 2nd Quarter – Compliant: Operating procedures, meeting schedules, and specific goals maintained.
1.3	As appropriate, accept additional members of the LCAA and its Advisory Committee.	By 01/01/07 and ongoing	1st Quarter - In progress: As of this reporting period no new members were recruited to the LCAA and/or the advisory committee. 2nd Quarter - In progress: As of this reporting period no new members were recruited, however attempts have been made to recruit new members, via letters of inquiry.
1.4	Distribute existing literature describing the Coalition's purpose and operation to prospective new members.	By 01/01/07 and ongoing	1st Quarter - Non-compliant: Literature was not distributed to prospective new members. 2nd Quarter – Non-compliant: No recruitment efforts were implemented this quarter.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 1.A			
The LCAA will conduct two (2) orientation sessions for new members.			
	Implementation Activity	Project Timeline	Status
1A.1	Schedule and conduct orientation sessions for new members as appropriate.	By 01/30/07 and ongoing	1st Quarter - In progress: No new members were recruited for during this quarter. 2nd Quarter – Non-compliant: Recruitment efforts not implemented this quarter.
1A.2	Renew memoranda of understanding with all organizations and individuals participating in the LCAA and secure memoranda of understanding with all new organizations and individuals participating in the LCAA.	By 01/30/07 and ongoing	1st Quarter - Non-compliant: Renewal of memorandum of understanding not secured with existing organizations and individuals. 2nd Quarter – Non-compliant: Renewal of memorandum of understanding to be revised and secured with members during 3 rd Quarter.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 2.0

Recruit key figures in the Latino/a community to serve as an Advisory Committee, of the Latino Coalition Against AIDS. At a minimum, fifty percent (50%) of Advisory Committee members will include representation from key Latino HIV/AIDS service organizations in Los Angeles County.

	Implementation Activity	Project Timeline	Status
2.1	Recruit members to the Advisory Committee of the LCAA.	By 01/01/07 and ongoing	1st Quarter – In progress: No new members were recruited for during this quarter. 2nd Quarter – Non-compliant: New members have not been recruited, as Advisory Committee (and its members) were merged into the LCAA under the 2006 contract term. Contractor initiated a discussion at the July 17, 2007 to get members consensus as to the formation of the Advisory Committee. Members decided by consensus not to have the committee.
2.2	Secure memoranda of understanding with all organizations and individuals participating in the Advisory Committee. MOU will define the Advisory Committee's roles and responsibilities.	By 01/01/07 and ongoing	1st Quarter – Non-compliant: No new members were recruited for during this quarter. 2nd Quarter – Non-compliant: Roles and responsibilities of Advisory Committee being discussed with LCAA. New members have not been recruited, nor has MOU's been secured, as Advisory Committee (and its members) were merged into the LCAA under the 2006 contract term.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 2.A

Conduct quarterly meetings of the Advisory Committee members.

	Implementation Activity	Project Timeline	Status
2A.1	Schedule and conduct meetings. Maintain agendas, sign in sheets and minutes of all meetings.	By 01/01/07 and ongoing	1st Quarter – In progress: Meetings of the Advisory Committee have not been convened. 2nd Quarter – Non-compliant: Roles and responsibilities of Advisory Committee being discussed with LCAA. Members have not been recruited as Advisory Committee and its members were merged as on body (LCAA) under the 2006 contract term. Advisory Committee meetings have not been conveyed.

MEASURABLE OBJECTIVE 3.0

Secure support from media and community institutions such as churches, businesses, or political organizations for the Consortium activities and agenda.

	Implementation Activity	Project Timeline	Status
3.1	Maintain contact and working relationships with universities (potentially schools of public health and public policy), churches, businesses, or political organizations.	By 01/01/07 and ongoing	1st Quarter - Compliant: For this quarter, the LCAA has developed relationships with the following entities: UCLA School of Family Medicine; California State University Long Beach/National Council of La Raza; Latin Business Association; Office of Assemblymember Fabian Nuñez, and; Office of the Lieutenant Governor. 2nd Quarter – Compliant: LCAA continues to maintain and build working relationships with the following entities: Palms Residential Care Facility, Pat Brown Institute, The Wall Las Memorias, Latin Business Association, Office of the Lt. Governor.
3.2	Engage institutional representatives in LCAA activities as appropriate.	By 01/01/07 and ongoing	1st Quarter - Compliant: For this quarter, the LCAA has engaged institutional representatives such as the Southern California HIV Advocacy Coalition, Latino Coalition for a Healthy California, and the State Office of AIDS' Latino Advisory Board in its LCAA activity held on March 2, 2007. In addition, LCAA staff also met with Congresswoman Hilda Solis to discuss two federal bills, S. 1418 and HR 4157 which addresses the national Health Information Technology (HIT) Infrastructure and Congresswoman Roybal-Allard to discuss the President's fiscal year 2007 budget proposal. 2nd Quarter – Compliant: For this quarter, the LCAA engaged such as the Southern California HIV Advocacy Coalition, the Latino Coalition for a Healthy California, and the State Office of AIDS' Latino

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

3.3	Assist institutions in identifying and strengthening their role in responding to the HIV/AIDS crisis.	By 01/01/07 and ongoing	<p>Advisory Board at its April 11, 2007 HIV Healthcare Disparities in Communities of Color briefing.</p> <p>1st Quarter - Compliant: For this quarter, the LCAA was contacted by a representative from the University-wide AIDS Research Program to identify California speakers, knowledgeable in HIV/AIDS prevention services, in order to build a network of HIV/AIDS providers across the border to improve the referral processes and access to HIV services for migrants in regards to the California Mexico AIDS Initiative.</p> <p>2nd Quarter – Compliant: For this quarter, the LCAA assisted such institutions as the REAL LA, KMEX Univision, and the Chairman of the California Assembly Health Committee in identifying and strengthening their roles in responding to the HIV/AIDS crisis within the Latino/a communities.</p>
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Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 4.0

Conduct outreach efforts to the Latino/a community at large to secure political support and advance policies that improve the HIV/AIDS response.

	Implementation Activity	Project Timeline	Status
4.1	Conduct outreach and maintain contact log.	By 01/01/07 and ongoing	1st Quarter - In progress: As of this quarter, LCAA staff has begun assembling names of key agencies and people to contact to garner statewide political support for a social marketing initiative and for support of specific LCAA activities. 2nd Quarter – Non-compliant: As of this quarter, the LCAA has been conducting outreach events without an approved Outreach Plan. Such events include a March 2, 2007 event, which promoted awareness, support, and momentum for increased state efforts for linguistically and culturally campaigns that promote HIV testing among highly impacted groups. One on one outreach activities were also implemented with representatives/personnel from such agencies as: Latino Coalition for a Healthy California, Assemblymember Laird's Office, Assemblymember Bill Maze's Office, and Senator Alex Padilla's Office.
4.2	Develop outreach plan and submit to OAPP for approval.	By 01/01/07 and ongoing	1st Quarter - Non-compliant/In progress: Outreach plan is currently in development, but was not received by the project due date. 2nd Quarter – Non-compliant: Outreach plan has not been submitted.

MEASURABLE OBJECTIVE 4A.0

Draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.

	Implementation Activity	Project Timeline	Status
4A.1	Draft two (2) written Policy Briefings and submit to OAPP for approval	By 06/30/07 and ongoing	1st Quarter: Activity not required for this reporting period. 2nd Quarter - Non-compliant: Policy briefs have not been submitted during this period.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 4B.0

Draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.

	Implementation Activity	Project Timeline	Status
4B.1	Disseminate Policy Briefings.	By 08/30/07 and ongoing	1 st Quarter: No activity required for this reporting period. 2 nd Quarter: No activity required for this reporting period.

MEASURABLE OBJECTIVE 5.0

LCAA staff will attend no fewer than seventy-five percent (75%) of the monthly meetings for the following: Los Angeles County Commission on HIV, HIV Commission's Public Policy Committee, Los Angeles County Prevention Planning Committee, and PPC Public Policy Committee.

	Implementation Activity	Project Timeline	Status
5.1	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	<p>1st Quarter - In progress: During this quarter the Los Angeles Commission on HIV conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee conducted four (4) meetings; Los Angeles County HIV Prevention Planning Committee Public Policy conducted one (1) meeting, and; HIV Commission's Public Policy Committee conducted two (2) meetings. As of this quarter, LCAA has attended all but four (4) meetings. Of the 75% attendance requirement rate, Contractor has fulfilled 63% of this requirement.</p> <p>2nd Quarter – Non-compliant: During this quarter the Los Angeles Commission on HIV conducted three (3) meetings; Los Angeles County HIV Prevention Planning Committee conducted three (3) meetings; Los Angeles County HIV Prevention Planning Committee Public Policy and the HIV Commission's Public Policy Committee conducted three (3) meetings. As of this quarter, LCAA has attended all but three (3) meetings. Of the 75% attendance requirement, Contractor has fulfilled 60% of this requirement.</p>

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 5A.0

LCAA will maintain its involvement in State and national organizations such as SCHAC (Southern CA HIV/AIDS Advocacy Coalition) and AIDS Action Council.

	Implementation Activity	Project Timeline	Status
5A.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP. Records of billing and payment of dues will be kept on file.	By 01/01/07 and ongoing	1st Quarter - In progress: LCAA maintains its in membership and attends SCHAC and AIDS Action on a regular basis and has provided monthly updates as required. 2nd Quarter – In progress: LCAA maintains its in membership and attends SCHAC and AIDS Action on a regular basis and has provided monthly updates as required.

MEASURABLE OBJECTIVE 5B.0

A member of the LCAA Advisory Committee shall represent LCAA at meetings and activities of the AIDS Action Council and attend no fewer than seventy-five percent (75%) of scheduled meetings.

	Implementation Activity	Project Timeline	Status
5B.1	Maintain membership, attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter - Compliant: LCAA maintains its in membership, attends the meetings of the AIDS Action Council. 2nd Quarter – Partial Compliance: LCAA maintains its in membership, attends the meetings of the AIDS Action Council. Since no Advisory Committee has been formed only partial compliance has been achieved.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 6.0

Conduct a minimum of two (2) public affairs colloquia to provide the community with training and/or information on pertinent policy issues related to HIV/AIDS and Latinos.

	Implementation Activity	Project Timeline	Status
6.1	Schedule and conduct colloquia.	By 01/01/07 and ongoing	1st Quarter - In progress: First public affairs colloquia is targeted for June 2007. The second colloquia is targeted for December 2007. 2nd Quarter – Compliant: First public affairs colloquia is targeted for June 27, 2007 – in development.
6.2	Maintain attendance sheet and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter - In progress. 2nd Quarter – In progress.

MEASURABLE OBJECTIVE 7.0

Organize a minimum of four (4) legislative briefings. Briefings are intended to continue action plan to bring greater attention, information, awareness and education about the Latino/a HIV/AIDS crisis at the legislative level to influence legislation and build consensus of pending HIV/AIDS issues. Two (2) to be held for State Legislators. Two (2) to be held for Federal Legislators.

	Implementation Activity	Project Timeline	Status
7.1	Schedule legislative briefings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter – In progress: First legislative briefing held on 03/02/07. Planning is currently underway to schedule additional briefings targeted for August 2007, September 2007, and October 2007. 2nd Quarter – Compliant: Second legislative briefing held on 04/11/07.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7A.0 Initiate the development of a statewide network of Latino/a HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact Latino/as.			
	Implementation Activity	Project Timeline	Status
7A.1	Recruit members to the statewide network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	1st Quarter - In progress: As of this quarter, LCAA staff has recruited members from the 35 statewide organizations and has reported monthly as required. 2nd Quarter – In progress: Recruitment efforts continue to be implemented from such agencies as the California State Office of AIDS Latino Advisory Board.

MEASURABLE OBJECTIVE 7B.0 Initiate the development of a national network of Latino/a HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact Latino/as.			
	Implementation Activity	Project Timeline	Status
7B.1	Recruit members to the national network. Report membership in monthly reports to OAPP.	By 01/31/07 and ongoing	1st Quarter - In progress: As of this quarter, LCAA staff has contacted Pfizer, AIDS Action, and other Latino-serving HIV/AIDS providers across the United States and has reported monthly as required. 2nd Quarter – Partial Compliance: LCAA is a participating member of a pre-established national network entitled the "Latino AIDS Action Agenda," which is a national network geared towards the Latino response to the HIV/AIDS crisis.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7C.0

Participate in and co-sponsor local observance of National Latino AIDS Awareness Day (NLAAD).

	Implementation Activity	Project Timeline	Status
7C.1	Attend planning meetings and report findings in monthly reports to OAPP.	Annually	1st Quarter - In progress: The committee that organizes the local observance of NLAAD has not convened meetings during this quarter. Once efforts begin, LCAA will actively participate in planning development. 2nd Quarter – In progress: LCAA staff has attended the May 7 and June 7, 2007 NLAAD Planning Committee Meetings and has reported findings (progress/updates) in its monthly reports.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7D.0			
Develop Task Force Groups.			
	Implementation Activity	Project Timeline	Status
7D.1	Recruit members to the Task Force Groups. Maintain meeting schedules, agendas and list of attendees will be kept on file.	By 01/01/07 and ongoing	<p>1st Quarter - In progress: LCAA staff has recruited members and currently (since February) convenes the Ad Hoc Legislative Task Force on a monthly basis.</p> <p>2nd Quarter – In progress: LCAA staff has recruited members and held one (1) Task Force Group meeting (Ad Hoc Task Force) on 04/06/07 during this reporting period.</p>
7D.2	The Task Force Groups will facilitate the work of the LCAA and shall be consistent with recommendations resulting from "Blueprint for Action-A Latino HIV/AIDS Summit."	By 01/01/07 and ongoing	<p>1st Quarter - In progress: LCAA staff have been working with the Ad Hoc Legislative Task Force on the language and strategy of the budget augmentation proposal. The LCAA and its task force groups are currently focused on implementing recommendations associated with media.</p> <p>2nd Quarter – In progress: LCAA staff continue to work with the Ad Hoc Legislative Task Force on the language and strategy of the budget augmentation proposal.</p>
7D.3	Composition of LCAA Task Force Groups will include members of the LCAA, its Advisory Committee and other interested stakeholders.	By 11/01/07 and ongoing	<p>1st Quarter: Activity not required for this reporting period.</p> <p>2nd Quarter – Compliant: Composition of LCAA Task Force is comprised of the required members.</p>

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 7E.0 Organize a Latino Summit on HIV/AIDS policy issues.			
	Implementation Activity	Project Timeline	Status
7E.1	Schedule and conduct summit. Submit agenda and program to OAPP for approval.	By 11/01/07 and ongoing	In Quarter – In progress: Scheduling currently under development. 2nd Quarter – In progress: Scheduling currently under development – target date is 10/15/07.

MEASURABLE OBJECTIVE 8.0 LCAA staff will participate and organize a delegation of Latino/a PLWH to attend legislative office visits to build relationships with public and private healthcare agencies, community organizations, and government offices to facilitate communication and provide education to enhance their understanding of Latino/a HIV/AIDS issues. AIDS Lobby Day in Sacramento. AIDS Watch in Washington, DC.			
	Implementation Activity	Project Timeline	Status
8.0	Schedule visits and recruit PLWH delegation.	Annually	1st Quarter – In progress. 2nd Quarter – Compliant: LCAA staff scheduled visits and recruited a PLWH delegation which attended the SCHAC Lobby Day on 04/18/07 and the AIDSWatch in Washington DC on 04/23/07-04/25/07.
8.1	Maintain calendar and submit findings in monthly reports to OAPP	Annually	1st Quarter – In progress. 2nd Quarter – Compliant: Calendar maintained and updated provided in monthly reports.

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 8A.0

Organize a minimum of two (2) workshops on HIV/AIDS policy to be held at national and state-wide conferences.

	Implementation Activity	Project Timeline	Status
8A.1	Develop presentation materials and submit to OAPP for approval.	By 10/31/07	1st Quarter: No activity required for this quarter. 2nd Quarter – In progress: LCAA conducted one (1) workshop on HIV at the Alianza Conference on 06/09/07 – presentation materials approved by OAPP. Additional abstracts have been submitted to conduct additional workshops (pending acceptance – if accepted presentation materials will be submitted to OAPP for approval).
8A.2	Maintain attendance logs and report data in monthly reports to OAPP	By 10/31/07	1st Quarter: No activity required for this quarter. 2nd Quarter – Compliant: Attendance log, presentation materials, and updates in monthly reports provided.
8A.3	Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	1st Quarter: In progress. 2nd Quarter: In progress

Attachment B
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF AIDS PROGRAMS AND POLICY

HIV/AIDS COMMUNITY DEVELOPMENT INITIATIVE (CDI) SERVICES AGREEMENT
ALTAMED HEALTH SERVICES CORPORATION
SECOND QUARTERLY REPORT: PERIOD OF 03/01/07 – 05/31/07

MEASURABLE OBJECTIVE 8B.9

LCAA members and staff will assist OAPP in the formation and work of the Latino Leaders Forum.

	Implementation Activity	Project Timeline	Status
8B.9	No implementation activity listed on SOW.	Not Applicable	1 st Quarter: Objective to be removed from scope of work 2 nd Quarter: Request to remove this task from scope of work.

MEASURABLE OBJECTIVE 9.0

Develop a mid-year LCAA report outlining all of the legislative agenda items accomplished, leadership development activities and successes of community involvement.

	Implementation Activity	Project Timeline	Status
9.1	Draft report and submit to OAPP for approval.	By 05/01/07	1 st Quarter: Activity not required for this reporting period. 2 nd Quarter – Compliant: Mid-year due date extended to (and received on) 06/15/07.

MEASURABLE OBJECTIVE 9A.0

Distribute a mid-year report to the Department of Health Services and Department of Public Health at the County and State levels, local community partners, elected officials, the Los Angeles County Commission on HIV, the Los Angeles County HIV Prevention Planning Committee and other appropriate Latino/a healthcare advocacy groups.

	Implementation Activity	Project Timeline	Status
9A.1	Maintain distribution log and report findings in monthly reports to OAPP.	By 05/30/07	1 st Quarter: Activity not required for this reporting period. 2 nd Quarter: In progress.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
1.0. By 12/31/07, convene quarterly meetings of the Latino Coalition Against AIDS (LCAA). Membership of the Latino Coalition Against AIDS will comprise leaders in business, labor, education, government, public health and communities of faith.	1.1 Convene meetings of the Latino Coalition Against AIDS (LCAA). Maintain agendas, sign-in sheets and minutes of all meetings and submit data in monthly reports to OAPP.	By 3/30/07 and ongoing	1.1 Completed materials will be kept on file and number of participants documented in monthly reports to OAPP.
	1.2 Maintain and/or update operating procedures, meeting schedules, and specific goals for the LCAA as necessary. Submit data in monthly reports to OAPP.	By 12/31/06 and ongoing	1.2 Documents will be kept on file and submitted with monthly reports to OAPP.
	1.3 As appropriate, accept additional members to the LCAA and its Advisory Committee.	By 01/01/07 and ongoing	1.3 Completed materials will be kept on file and number of participants documented in monthly reports to OAPP.
	1.4 Distribute existing literature describing the Coalition's purpose and operation to prospective new members. Updates will be made to literature as appropriate and submitted to OAPP for approval.	By 01/01/07 and ongoing	1.4 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.
1A.0 By 12/31/07, the LCAA will conduct two (2) orientation sessions for new members.	1A.1 Schedule and conduct orientation sessions for new members. Maintain agendas and sign-in sheets and report data in monthly reports to OAPP.	By 01/30/07 and ongoing	1A.1 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.
	1A.2 Renew memoranda of understanding with all organizations and individuals participating in the LCAA and secure memoranda of understanding with all new organizations and individuals participating in the LCAA.	By 01/30/07 and ongoing	1A.2 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

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Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
2.0 By 12/31/07, recruit key leaders in the Latino/a community to serve on the Advisory Committee of the Latino Coalition Against AIDS. At a minimum, fifty percent (50%) of Advisory Committee members will include representation from key Latino HIV/AIDS service organizations in Los Angeles County. The LCAA will define the role of the Advisory Committee and responsibilities of Advisory Committee members.	2.1 Recruit members to the Advisory Committee of the LCAA. 2.2 Secure memoranda of understanding with all organizations and individuals participating in the Advisory Committee. MOU will define the Advisory Committee's roles and responsibilities. List of Advisory Committee members will be submitted to OAPP in monthly reports.	By 01/01/07 and ongoing By 01/01/07 and ongoing	2.1 Letters of invitation will be kept on file and submitted to OAPP. 2.2 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.
2A.0 By 12/31/07, conduct quarterly meetings of the Advisory Committee.	2A.1 Schedule and conduct meetings. Maintain agendas, sign-in sheets and minutes of all meetings. Report data in monthly reports to OAPP.	By 01/01/07 and ongoing	2.A.1 Completed materials will be kept on file and number of participants documented in monthly report to OAPP
3.0 By 12/31/07, secure support from media and community institutions such as universities, churches, businesses and political organizations to advance Consortium activities and agenda.	3.1 Maintain contact and working relationships with media, universities (including schools of public health and public policy), churches, businesses and political organizations. 3.2 Engage institutional representatives in LCAA activities as appropriate.	By 01/01/07 and ongoing By 01/01/07 and ongoing	3.1 Documents will be kept on file and submitted with monthly reports to OAPP. 3.2 Documents will be kept on file and submitted with monthly reports to OAPP.
	3.3 Assist institutions in identifying and strengthening their role in responding to the HIV/AIDS crisis.	By 01/01/07 and ongoing	3.3 Documents will be kept on file and submitted with monthly reports to OAPP.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
4.0 By 12/31/07, conduct outreach efforts to the Latino/a community at large to secure political support and advance policies that improve the HIV/AIDS response.	4.1 Conduct outreach and maintain contact log. Submit data in monthly reports to OAPP.	By 1/01/07 and ongoing	4.1 Documents will be kept on file and submitted with monthly reports to OAPP.
	4.2 Develop outreach plan and submit to OAPP for approval.	By 1/01/07 and ongoing	4.2 Documents will be kept on file and submitted with monthly reports to OAPP.
4A.0 By 12/31/07, draft two (2) written Policy Briefings to local community partners, national advocacy organizations, public policy and health stakeholders and legislators at the local, State and national levels as appropriate.	4A.1 Draft Policy Briefings and submit to OAPP for approval.	By 6/30/07	4A.1 Letters of approval will be kept on file and submitted to OAPP.
4B.0 By 12/31/07, disseminate Policy Briefings to local community partners, national advocacy organizations, public policy and public health stakeholders and legislators at the local, State, and national levels as appropriate.	4A.2 Disseminate Policy Briefings. Maintain distribution log and report data in monthly reports to OAPP.	By 8/30/07	4A.2 Documents will be kept on file and submitted with monthly reports to OAPP.
5.0 By 12/30/07, LCAA staff will attend no fewer than seventy-five percent (75%) of the monthly meetings for the following: <ul style="list-style-type: none"> Los Angeles County Commission on HIV (HIV Commission) HIV Commission's Public Policy Committee Los Angeles County Prevention Planning Committee (PPC) PPC Public Policy Committee 	5.1 Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	5.1 Documents will be kept on file and submitted with monthly reports to OAPP.
5A.0 By 12/31/07, LCAA will maintain its involvement in State and national organizations such as SCHAC (Southern California HIV/AIDS Advocacy Coalition) and AIDS Action Council.	5A.1 Maintain membership, attend meetings and report findings in monthly reports to OAPP. Records of billing and payment of dues will be kept on file.	By 01/01/07 and ongoing	5A.1 Documents will be kept on file and submitted with monthly reports to OAPP.
5B.0 By 12/31/07, A member of the LCAA Advisory Committee shall represent LCAA at meetings and activities of the AIDS Action Council and attend no fewer than seventy-five percent (75%) of scheduled meetings.	5B.1 Maintain membership, attend meetings and report finding in monthly reports to OAPP.	By 01/01/07 and ongoing	5B.1 Documents will be kept on file and submitted with monthly reports to OAPP.

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

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Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
<p>6.0 By 12/31/07, conduct a minimum of two (2) public affairs colloquia to provide the community with training and/or information on pertinent policy issues related to HIV/AIDS and Latinos.</p>	<p>6.1 Schedule and conduct colloquia. Develop colloquia outline and presentations and submit to OAPP for approval.</p> <p>6.2 Maintain attendance sheet and report findings in monthly reports to OAPP.</p>	<p>By 1/01/07 and ongoing</p> <p>By 1/01/07 and ongoing</p>	<p>6.1 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.</p> <p>6.2 Completed materials will be kept on file and number of participants documented in monthly report to OAPP.</p>
<p>7.0 By 12/31/07, organize a minimum of four (4) legislative briefings. Briefings are intended to continue action plan to bring greater attention, information, awareness and education about the Latino/a HIV/AIDS crisis at the legislative level to influence legislation and build consensus of pending HIV/AIDS issues.</p> <ul style="list-style-type: none"> • Two (2) to be held for State Legislators • Two (2) to be held for Federal Legislators 	<p>7.1 Schedule legislative briefings and report findings in monthly reports to OAPP.</p>	<p>By 1/01/07 and ongoing</p>	<p>7.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p>
<p>7A.0 By 12/31/07, initiate the development of a statewide network of Latino/a HIV/AIDS organizations to coordinate a broad advocacy network for statewide HIV/AIDS legislation and policies that impact Latinos/as.</p>	<p>7A.1 Recruit members to the statewide network. Report membership in monthly reports to OAPP.</p>	<p>By 1/31/07 and ongoing</p>	<p>7A.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p>
<p>7B.0 By 12/31/07, Initiate the development of a national network of Latino/a HIV/AIDS organizations to coordinate a broad network for national HIV/AIDS legislation and policies that impact Latinos/as.</p>	<p>7B.1 Recruit members to the national network. Report membership in monthly reports to OAPP.</p>	<p>By 1/31/07 and ongoing</p>	<p>7B.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p>
<p>7C.0 By 12/31/07, participate in and co-sponsor local observance of National Latino AIDS Awareness Day (NLAAD).</p>	<p>7C.1 Attend planning meetings and report findings in monthly reports to OAPP.</p>	<p>Annually</p>	<p>7C.1 Documents will be kept on file and submitted with monthly reports to OAPP.</p>

EXHIBIT B-1
SCOPE OF WORK
December 1, 2006 – December 31, 2007

The Contractor shall achieve the following goals and objectives. Objectives are achieved by following the work plan, composed of implementation and evaluation activities. Activities are to be completed according to the stated timelines and are to be documented as specified.

Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
7D.0 By 12/31/07, develop Task Force Groups.	7D.1 Recruit members to the Task Force Groups. Maintain meeting schedules, agendas and list of attendees will be kept on file.	By 1/01/07 and ongoing	7D.1 Documents will be kept on file and submitted with monthly reports to OAPP.
	7D.2 The Task Force Groups will facilitate the work of the LCAA and shall be consistent with recommendations resulting from "Blueprint for Action-A Latino HIV/AIDS Summit."	By 1/01/07 and ongoing	7D.2 Documents will be kept on file and submitted with monthly reports to OAPP.
	7D.3 Composition of LCAA Task Force Groups will include members of the LCAA, its Advisory Committee and other interested stakeholders.	By 11/01/07 and ongoing	7D.3 Documents will be kept on file and submitted with monthly reports to OAPP.
7E.0 By 12/31/07, organize a Latino Summit on HIV/AIDS policy issues.	7E.1 Schedule and conduct summit. Submit agenda and program to OAPP for approval.	By 11/01/07	7E.1 Documents will be kept on file and submitted with monthly reports to OAPP.
8.0 By 12/31/07, LCAA staff will participate and organize a delegation of Latino/a PLWH to attend legislative office visits to build relationships with public and private healthcare agencies, community organizations, and government offices to facilitate communication and provide education to enhance their understanding of Latino/a HIV/AIDS issues.	8.0 Schedule visits and recruit PLWH delegation.	Annually	8.0 Documents will be kept on file and submitted with monthly reports to OAPP.
	8.1 Maintain calendar and submit findings in monthly reports to OAPP.	Annually	8.1 Documents will be kept on file and submitted with monthly reports to OAPP.
<ul style="list-style-type: none"> • AIDS Lobby Day in Sacramento • AIDSWatch in Washington, DC 			
8A.0 By 12/31/07, organize a minimum of two (2) workshops on HIV/AIDS policy to be held at national and statewide conferences.	8A.1 Develop presentation materials and submit to OAPP for approval.	By 10/31/07	8A.1 Documents will be kept on file and submitted with monthly reports to OAPP.
	8A.2 Maintain attendance logs and report data in monthly reports to OAPP.	By 10/31/07	8A.2 Documents will be kept on file and submitted with monthly reports to OAPP.
8B.9 By 12/31/07, LCAA members and staff will assist OAPP in the formation and work of the Latino Leaders Forum.	8A.3 Attend meetings and report findings in monthly reports to OAPP.	By 01/01/07 and ongoing	8A.3 Documents will be kept on file and submitted with monthly reports to OAPP.

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SCOPE OF WORK
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Goal: Establish a Community Development Initiative Consortium to address the healthcare and social needs of those living with and at risk for HIV/AIDS in the Latino/a community and to increase awareness of and improve response to the issue of HIV/AIDS in the Latino/a community.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING OBJECTIVE(S) AND DOCUMENTATION
9.0 By 12/31/07, develop a mid-year LCAA report outlining all of the legislative agenda items accomplished, leadership development activities and successes of community involvement.	9.1 Draft report and submit to OAPP for approval.	By May 1, 2007	9.1 Documents will be kept on file and submitted with monthly reports to OAPP.
9A.0 By 12/31/07, distribute a mid-year report to the Department of Health Services and Department of Public Health at the County and State levels, local community partners, elected officials, the Los Angeles County Commission on HIV, the Los Angeles County HIV Prevention Planning Committee and other appropriate Latino/a healthcare advocacy groups.	9A.1 Maintain distribution log and report findings in monthly reports to OAPP.	By May 30, 2007	9A.1 Documents will be kept on file and submitted with monthly reports to OAPP.